



**State of Vermont  
Public Service Board**

**MEMORANDUM**

To: EEU E-mail Service List

From: Ann Bishop, Board staff

Re: Next Steps for EEU Structure Working Group

Date: October 3, 2007

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On September 27, 2007, Public Service Board ("Board") staff held the fourth meeting of the Energy Efficiency Utility ("EEU") Structure Working Group. At that meeting attendees agreed to the following next steps:

- Central Vermont Public Service Corporation ("CVPS") will draft and circulate to the e-mail distribution list a more detailed description of its proposal regarding the EEU's role in distributed utility planning ("DUP") demand-side management ("DSM") activities. The description will identify which entities will be responsible for which aspects of DUP DSM and how the various entities involved will coordinate their activities.
- Vermont Energy Investment Corporation ("VEIC") will draft and circulate to the e-mail distribution list a more detailed proposal regarding the role the EEU might play in providing assistance to its customers on demand-response matters.
- Market-transformation issues, including public information/education, training and workforce development, and codes and standards will be further discussed later in this process. These are issues that should be examined regardless of the EEU's structure, although a structure that provides a longer term for the entity serving as Efficiency Vermont could provide new opportunities for establishing market-transformation goals.
- Efficiency Vermont's role in combined-heat-and-power ("CHP") issues will be discussed further as part of the discussion on roles and responsibilities for DUP DSM. There may also be broader issues related to CHP that should be discussed later.
- Efficiency Vermont's role in energy efficiency research and development will also be further discussed later in this process. When that discussion happens, the Working Group

will talk about two different aspects of research and development: (1) pilot programs and demonstration projects; and (2) applied-technology research and development.

- In the matrix of EEU functions and possible structures, the function titled "Act 250 Compliance Assistance" will be renamed to "Assistance with Act 250 Compliance" to be clear that Efficiency Vermont's role is providing assistance with compliance, not enforcing compliance.
- In the matrix of EEU functions and possible structures, the function group titled "Program Planning & Implementation" will be renamed to "Service and Initiative Planning and Implementation" to reflect the fact that the function group relates to the specific services provided to customers by the EEU, not the overall scope of the EEU program.
- By close of business on **October 10, 2007**, Working Group participants will circulate to the EEU e-mail service list their completed matrices (or revisions to matrices previously circulated).
- From 9:30 to 12:00 a.m. on **October 12, 2007**, the EEU Structure Working Group will meet in the Board's Hearing Room, Third Floor, Chittenden Bank Building, 112 State Street, Montpelier, VT. At this meeting, participants will continue to discuss the functions identified in the structure matrix. Specifically, participants will discuss the resource planning and governance and oversight function groups.
- From 9:30 to 12:00 a.m. on **October 26, 2007**, the EEU Structure Working Group will meet in the Board's Hearing Room, Third Floor, Chittenden Bank Building, 112 State Street, Montpelier, VT. At this meeting, participants will continue their discussion of the functions identified in the structure matrix. Specific topics will be determined at the October 12 workshop.